

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES
EMPLOYMENT OPPORTUNITY**

This Agency is charged with ensuring proper MEDICAID services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

HEALTH POLICY ANALYST

Role Title: Policy and Planning Specialist II

Position #00014

Pay Band 5, Level II - Hiring Range: \$40,959 - \$74,004

Closing Date: August 1, 2011

Health Care Services Division. Challenging opportunity to join a fast paced team responsible for managing innovative health care services' programs (includes patient-centered medical home) within the Division of Health Care Services (Dental, Managed Care, Pharmacy, and Transportation). The Policy Analyst supports the Division Director in research, policy analysis, and developing and evaluating new programs. Ideal candidate must have demonstrated ability to: work independently; work on multiple complex projects simultaneously; maintain effective working relationships; and, communicate effectively both orally and in writing. Proficiency using personal computers including spreadsheet, project management, and presentation software applications is required. Requires considerable knowledge of policy analysis, research methodologies, and performance management. Also requires significant professional level experience in health care delivery systems, health care consulting or health plan operations. Prefer Master's degree or higher in business, health or public administration.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA